

Office Memorandum • UNITED STATES GOVERNMENT

TO : Chief, Plans and Policy Staff **CONFIDENTIAL** DATE: 7 November 1956

FROM : Chief, Assessment and Evaluation Staff

SUBJECT: Weekly Report #45
Assessment and Evaluation Staff
31 October - 6 November 1956

25 YEAR RE-REVIEW

I. SIGNIFICANT ITEMS. None.

II. OTHER ACTIVITIES.

A. Office of the Chief.

1. [redacted]
Association and an A & E consultant, visited the Staff on 1-2 November. Most of his time was devoted to discussions of testing and assessment programs.

2. [redacted] consultant, spent 1 November with the Staff reviewing work already done and assisting in planning succeeding steps in the development of testing procedures for clerical field recruitment.

3. As a result of the failure of the [redacted] to have materials prepared and distributed sufficiently in advance of the first joint field testing date, 1 December, both we and NSA are anticipating difficulties in arranging for the expected number of candidates to be tested on that date. NSA's contract with [redacted] may require an amendment to provide for a larger number of sessions after 1 December in order to accommodate both CIA and NSA needs.

4. On 2 November, Chief, A & E, conferred with representatives of the [redacted] concerning research being conducted for us.

5. [redacted] attended a discussion of recent research on the Development and Validation of Situational Problems for Leadership Training, sponsored by the Office of Naval Research. Nothing of immediate usefulness to our problems was gained.

B. Training Evaluation Branch.

1. On 1 November, [redacted] was welcomed back to the Training Evaluation Branch to participate in Branch activities on a half-time basis.

2. Chief, TEB, visited [redacted] on Thursday, 1 November, and reviewed the problem of interim reporting for the OC and the OFC with

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25X1 D/AF/OS, [] Existing difficulties were reviewed primarily from the point of view of providing necessary and timely information for Chief, JOTP. [] is drafting a procedure 25X1 which should provide Chief, JOTP, (and other consumers as well) with a factual report of student performance based on the first three and the first five weeks. It is anticipated that this will provide Chief, JOTP, with a factual estimate of overall student performance before the students return to him at the completion of the course. 25X1 The procedures developed by [] for OFC presumably will be used as a basis for developing procedures for the OC.

25X1 3. Discussions with [] and instructors in the IRRR have resulted in a suitable format for the final evaluation report. 25X1 [] will continue to work with the instructors in developing procedures to be used during the course to compile information for the final report.

25X1 []

III. PERSONNEL NOTES.

25X1 1. [] has been on sick leave since 25 October. It is hoped that he will be able to return to duty on 12 November.

25X1 2. On Saturday, 3 November, Chief, A & E, [] 25X1 [] attended the Invitational Conference on Testing Problems, sponsored by Educational Testing Service in New York City.

25X1 3. [] returned to duty on 5 November following an illness of more than a week.

for [] 25X1

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